



<b>Center Name:</b> Happy Days Christian Day Care			<b>Address:</b> 2001 Golf Course Rd Rio Rancho, NM 87124			<b>Phone:</b> (505)892-6529		
<b>License Number:</b> 10517	<b>Issue Date:</b> 12/11/2016	<b>Expiration Date:</b> 12/10/2017	<b>Type:</b> 3 Star Child Care Center			<b>Status:</b> Licensed		
<b>Capacity</b> Over Age 2: 51    Under Age 2: 29    Night Care: 0    Playground: 77						<b>Census</b> Over 2: 29    Under 2: 18		
<b>Days and Hours of Operation</b>								
	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>	
Opening Times:	06:00 AM	06:00 AM	06:00 AM	06:00	06:00 AM	Closed	Closed	
Closing Times:	06:30 PM	06:30 PM	06:30 PM	06:30 PM	06:30 PM			
<b># of Classrooms:</b> 6		<b>Purpose:</b> Incident Investigation		<b>Date:</b> 08/21/2017		<b>Time:</b> 12:15 PM		
<b>Comments</b> This survey is in reference to a referral received on 5/25/17. This incident was self-reported by the center.								

A SURVEY OF YOUR FACILITY HAS BEEN MADE AND YOU ARE NOTIFIED OF NON-COMPLIANCE OF THE REGULATIONS AS NOTED BELOW:

### Licensure

8.16.2.11 A TYPES OF LICENSES	Not Inspected
8.16.2.11 B RENEWAL OF LICENSE	Not Inspected
8.16.2.11 D NON-TRANSFERABLE RESTRICTIONS OF LICENSE	Not Inspected
8.16.2.12 A, K, M LICENSING ACTIONS AND ADMINISTRATIVE APPEALS	Not Inspected
8.16.2.17 E, F SURVEYS FOR CHILD CARE FACILITIES	Not Inspected
8.16.2.18 D COMPLAINTS	Not Inspected
8.16.2.21 A LICENSING REQUIREMENTS	Not Inspected
8.16.2.21 B CAPACITY OF CENTERS	Not Inspected
8.16.2.21 C INCIDENT REPORTING REQUIREMENTS	Not Inspected

### Administrative Requirements

8.16.2.22 A ADMINISTRATION RECORDS	Not Inspected
8.16.2.22 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT	Not Inspected
8.16.2.22 C POLICY AND PROCEDURES	Not Inspected
8.16.2.22 D FAMILY HANDBOOK	Not Inspected
8.16.2.22 E CHILDREN'S RECORDS	Not Inspected
8.16.2.22 F PERSONNEL RECORDS	Not Inspected
8.16.2.22 G PERSONNEL HANDBOOK	Non-compliance

<b>Center Name:</b> Happy Days Christian Day Care	<b>License Number:</b> 10517	<b>Date:</b> 08/21/2017
<b>Administrative Requirements</b>		
<p><b><u>Deficiencies</u></b></p> <p>The center did not have a complete personnel handbook. The following information needs to be included: confidentiality statement. The center breached their written confidentiality clause when parents were permitted to view video footage of an incident involving multiple children. The center's confidentiality policy reads that sensitive information will be kept confidential. Any information about children or their families must be shared on a "Need to know basis" only.</p> <p><b>Regulation:</b> 8.16.2.22G</p> <p><b><u>Corrective Action Plan</u></b></p> <p>A personnel handbook with required information will be completed and distributed to each employee. Center will adhere to their confidentiality policy. Center will make an amendment to their confidentiality policy in regards to disclosure on a "Need to know basis". This policy will be revised and submitted to licensing.</p> <p><b>Date to be Completed:</b> 08/25/2017</p>		
<b>Personnel &amp; Staffing</b>		
8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS	Not Inspected	
8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING	Not Inspected	
8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES	Not Inspected	
<b>Services &amp; Care of Children</b>		
8.16.2.24 A GUIDANCE	Not Inspected	
8.16.2.24 B NAPS OR REST PERIOD	Not Inspected	
8.16.2.24 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS	Not Inspected	
8.16.2.24 D DIAPERING AND TOILETING	Not Inspected	
8.16.2.24 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS	Not Inspected	
8.16.2.24 F ADDITIONAL REQUIREMENTS FOR NIGHT CARE	Not Inspected	
<p>8.16.2.24 G PHYSICAL ENVIRONMENT</p> <p><b><u>Deficiencies</u></b></p> <p>Adults are not able to visually supervise all centers at all times in the School Age ; Preschool Pre-K room(s) due to furniture or shelving that obstructs the view.</p> <p><b>Regulation:</b> 8.16.2.24G(3)</p> <p><b><u>Corrective Action Plan</u></b></p> <p>Furniture and/or shelving, used to define the centers, will be rearranged to ensure adequate supervision.</p> <p><b>Date to be Completed:</b> 08/21/2017</p>	Non-compliance	
8.16.2.24 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT	Not Inspected	
8.16.2.24 I EQUIPMENT AND PROGRAM	Non-compliance	

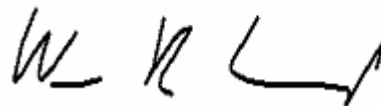
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<b>Services &amp; Care of Children</b>		
<p><b><u>Deficiencies</u></b></p> <p>Toys, educational materials, equipment and activities provided for children are not developmentally appropriate as evidenced by a school aged child was allowed to rub backs of younger children unsupervised. Child was not engaged in appropriate activities involving younger children.</p> <p><b>Regulation:</b> 8.16.2.24(3)</p> <p><b><u>Corrective Action Plan</u></b></p> <p>Only developmentally appropriate toys, educational materials, equipment and activities will be used.</p> <p><b>Date to be Completed:</b> 08/21/2017</p>		
<b>8.16.2.24 J OUTDOOR PLAY AREAS</b>	Not Inspected	
<b>8.16.2.24 K SWIMMING, WADING AND WATER</b>	Not Inspected	
<b>8.16.2.24 L FIELD TRIPS</b>	Not Inspected	
<b>Food Service</b>		
<b>8.16.2.25 B MEALS AND SNACKS</b>	Not Inspected	
<b>8.16.2.25 C MENUS</b>	Not Inspected	
<b>8.16.2.25 D KITCHENS</b>	Not Inspected	
<b>8.16.2.25 E MEAL TIMES</b>	Not Inspected	
<b>Health &amp; Safety Requirements</b>		
<b>8.16.2.26 A HYGIENE</b>	Not Inspected	
<b>8.16.2.26 B FIRST AID REQUIREMENTS</b>	Not Inspected	
<b>8.16.2.26 C MEDICATION</b>	Not Inspected	
<b>8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS</b>	Not Inspected	
<b>8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS</b>	Not Inspected	
<b>Buildings, Grounds &amp; Safety</b>		
<b>8.16.2.29 A HOUSEKEEPING</b>	Not Inspected	
<b>8.16.2.29 B PEST CONTROL</b>	Not Inspected	
<b>8.16.2.29 C MECHANICAL SYSTEMS</b>	Not Inspected	
<b>8.16.2.29 D WATER AND WASTE</b>	Not Inspected	
<b>8.16.2.29 E LIGHTING, LIGHTING FIXTURES AND ELECTRICAL</b>	Not Inspected	
<b>8.16.2.29 F EXITS AND WINDOWS</b>	Not Inspected	
<b>8.16.2.29 G TOILET AND BATHING FACILITIES</b>	Not Inspected	
<b>8.16.2.29 H SAFETY COMPLIANCE</b>	Not Inspected	
<b>8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES</b>	Not Inspected	
<b>8.16.2.29 J PETS</b>	Not Inspected	

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Please note: Per CYFD regulation NMAC 8.16.2, failure to comply with the corrective action plans as noted above, may result in further action taken against the licensee.



08/21/2017



08/21/2017

Surveyor: Kia Kennedy	Date	Facility Rep: William Crossland	Date
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